

MOTIONS AND ACTIONS

U.S. NATIONAL COMMISSION ON LIBRARIES AND INFORMATION SCIENCE MEETING August 6-7, 1986

1. The Minutes of the NCLIS Commission Meeting held April 9 and 10, 1986 were approved as submitted.
2. It was **MOVED** by Lee Edwards, seconded by Daniel Carter, Daniel Casey, Frank Gannon and Byron Leeds, that Vice Chairman Bessie B. Moore be reelected to serve as NCLIS Vice Chairman until July 19, 1987.

Motion carried unanimously.

3. It was **MOVED** by Byron Leeds, seconded by Margaret Phelan, that the Commission hold a strategic planning retreat in place of one of its regularly scheduled meetings.

Motion carried unanimously.

4. It was **MOVED** by Charles Benton and seconded by Bessie Moore, to honor Toni Carbo Bearman with the following resolution (attached).

Motion carried unanimously.

5. It was **MOVED** by John Juergensmeyer and seconded by Daniel Carter, to extend the Commission's deep appreciation and profound thanks to Elinor M. Hashim for her dedication, hard work and commitment to NCLIS and the library profession.

Motion carried unanimously.

TAB B

**MINUTES
of the
U.S. National Commission on Libraries
and Information Science
Commission Meeting
August 6-7, 1986
Washington, D.C.**

Members Present: Patricia Barbour, Charles Benton ex officio, Daniel Carter, Daniel Casey, Lee Edwards, Wanda Forbes, Frank Gannon, John Juergensmeyer, Byron Leeds, Bessie Moore, Jerald Newman, Margaret Phelan, Barbara Taylor, Kenneth Tomlinson, Chairman Designate, William Welsh, Julia Wu, and Elinor Hashim, Presiding

Staff Present : Toni Bearman, Sarah Bishop, Dorothy Gray, Diane Rafferty, Mary Alice Reszetar, Christina Young, and Jane McDuffie, Recording Secretary

Guests Present : Andrew Aines, former NCLIS Commissioner and Acting Executive Director; Helmut Alpers, former NCLIS Commissioner; Henriette Avram, Library of Congress; Jaia Barrett, Association of Research Libraries; Eileen Cooke, American Library Association, Washington Office; Adelaide Del Frate, NASA, Goddard Space Flight Center; Shirley Echelman, Association of Research Libraries; Mary Ghikas, Gaylord; Sandra Milevski, Congressional Research Service; Sara Rasmussen, Congressman George Brown's Office; Catherine Scott, former NCLIS Commissioner; Gerald Sophar, former staff person, NCLIS

Wednesday, August 6, 1986

**EXECUTIVE
SESSION**

The Commissioners met in Executive Session from 9:00 a.m. to 12:00 noon to discuss personnel matters.

**MEETING
CONVENES**

The Chairman called the meeting to order at 1:40 p.m.

**CHAIRMAN'S
REMARKS**

The guests and visitors were introduced by the Chairman and welcomed on behalf of the Members of the Commission.

Chairman Designate Tomlinson - Miss Hashim announced that Chairman-Designate Kenneth Tomlinson attended the Executive Session held this morning, and regretted that he was called back to his New York office and unable to attend the remainder of the Commission meeting. Miss Hashim provided the Commission with a short biographical sketch of Mr. Tomlinson and labeled him as a great friend and supporter of libraries. As outgoing Chairman, Miss Hashim offered her total support and commitment to the Commission and its new Chairman.

NCLIS Executive Director - Miss Hashim announced that a decision had not been made on the selection of the new Executive Director for NCLIS. The decision will be delayed for up to one month to give Chairman-Designate Tomlinson time to become more familiar with the work of the Commission and review the finalists' vitae.

Interim Executive Director - The Commissioners appointed Miss Hashim Interim Executive Director of NCLIS. Upon the departure of Dr. Bearman, current NCLIS Executive Director, Miss Hashim will spend one day per week at NCLIS Headquarters until the new Executive Director assumes his/her position at the Commission.

Meetings - In June Miss Hashim attended the American Library Association's Annual Conference in New York. Others from NCLIS at the meeting were Vice Chairman Bessie B. Moore and Commissioner Barbara Taylor. Miss Hashim reported that a resolution was passed at Council (the governing body of ALA) on the 200th anniversary of the United States Constitution. The Chairman noted that the Resolution urged the United States

Bicentennial Commission and the National Commission on Libraries and Information Science to make libraries across America a major contact point for transmission of information on recommended anniversary projects and celebration planning in every community.

MINUTES

The minutes of the Commission meeting held April 9 and 10, 1986 were approved as submitted.

NEW BUSINESS

MOTION - ELECTION OF VICE CHAIRMAN

It was MOVED by Lee Edwards, seconded by Daniel Carter, Daniel Casey, Frank Gannon and Byron Leeds, that Vice Chairman Bessie B. Moore be re-elected to serve as NCLIS Vice Chairman for the period July 20, 1986 to July 19, 1987.

Motion carried unanimously.

ACCOMPLISH- MENTS OF BESSIE B. MOORE CITED

Miss Hashim recognized the following accomplishments of Bessie B. Moore during the past four months:

- . celebrated her 84th birthday on August 2;
- . guest of honor at autograph party at the Governor's mansion, hosted by Gov. Clinton (AK), to celebrate the publication of BESSIE MOORE A BIOGRAPHY;
- . served on Arkansas sesquicentennial celebration committee;
- . received the Rector award (first woman out of 10 people presented with this award during the past 20 years) for the greatest contribution to economic, education and cultural development of Little Rock;
- . chosen by an unnamed committee as one of the 150 people in the history of Arkansas who have made the greatest contribution to the state;

- . chosen one of 13 women to have a portrait painted for official Very Special Arkansas Women art show;
- . had a scholarship established in her name at the University of Arkansas funded by profits from her biography.

STRATEGIC PLANNING RETREAT

After a short discussion on a strategic planning retreat, the following motion was introduced:

MOTION - STRATEGIC PLANNING RETREAT

It was MOVED by Byron Leeds, seconded by Margaret Phelan, that the Commission hold a strategic planning retreat in place of one of its regularly scheduled meetings.

Motion carried unanimously.

EXECUTIVE DIRECTOR'S REPORT

ALA'S Proposal for Funding to Wilson Foundation - The Executive Director reported that ALA has submitted its proposal to the Wilson Foundation to fund a survey on fees in public libraries. This survey will be a follow up to the Commission's fee study.

ALA Aging Program - Dr. Bearman asked the Vice Chairman to report on the Aging Program planned for the ALA Conference in June 1987:

- . NCLIS will ask ALA for monetary support for its program;
- . Dr. Moore will request that the Commission provide \$2,000 to the Aging Program;
- . Five governors have responded "enthusiastically" to a letter from the NCLIS Chairman informing them of two inter-agency MOU's and requesting their support for cooperation between agencies working with and for the aged and public libraries in their states as they work to provide improved library and information service to the elderly.

Dr. Bearman provided the following update to Dr. Moore's report:

- . Library Journal is interested in publishing an article in the May 15, 1987 issue that would highlight the aging session so that the librarians would have that information in advance of the conference -- it would increase interest in the session. Reprints of the article will be available at the meeting.
- . NCLIS has identified a major study by Kathleen Heim on library services to adults and special information about older adults -- more information will be forthcoming.

National Information Policy Issues - Dr. Bearman stated that a report on the Trilateral Conference on "The Role of Information in the Economy," sponsored by NCLIS, the Institute for Research on Public Policy (Canada), and the British Library has been mailed to the Commissioners. The next meeting will be held in October in the U.K.

NCLIS/AFIPS (Association of Federal Information Processing Societies) Seminar - A report from AFIPS on the NCLIS/AFIPS breakfast seminar held July 17, 1986 on the roles and responsibilities of the federal government and private sector with respect to information was distributed.

Follow-up to the 1979 White House Conference on Library and Information Services - In preparation for its annual meeting in Arizona, September 11-14, 1986, WHCLIST asked NCLIS for financial assistance. The Commission donated postage for 2,000 meeting material packets to be mailed. Dr. Bearman sent letters to four people asking for financial assistance toward the WHCLIST meeting. International Thomson's Office of Library Services has responded with a gift of \$500. Mead Data Central will also make a contribution.

Administrative Report - Dr. Bearman reported that three additional terminals for the NCLIS automation system have been received from AT&T and will be connected soon. Dr. Bearman stated that she will help find some funding for NCLIS' 15-year anniversary party in November .. in particular to pay for a poster. A commitment was received from

Mead Data Central to pay for the poster and offer letter size reprints of it at no cost to the Commission. A decision on whether they will provide additional support is expected within two weeks. The Center for the Book (Library of Congress) will host and pay for half the cost of the reception.

Bicentennial Committee Meeting - Barbara Taylor, representing the Commission, will attend the Bicentennial of the Constitution festivities in Annapolis, Maryland, September 13, 1986. Because of current financial constraints, Mrs. Taylor is attending in place of Wanda Forbes, Chair of NCLIS' Bicentennial Committee.

**INFORMATION
AGE COMMIS-
SION**

Copies of the Information Age Commission Bill (S.786), along with a letter addressed to Congressman George E. Brown, Jr. from Andrew Aines were distributed to Commission Members. Col. Aines briefed the Members on the Information Age Commission Act and the Information Science and Technology Act of 1985. He explained that Congressman Brown has, for the past seven years, introduced a bill calling for an Institute for Information Policy and Research. The Institute would have several functions involving research and development. A separate and different kind of bill, introduced by Senators Nunn and Lautenberg calls for an Information Age Commission. The Information Age Commission, to be funded at 3.5 million dollars, would take a hard look at all of the information issues and problems that are endemic today and work toward creating information policies for the United States. Col. Aines explained that he and Mrs. Reszetar had met with Congressional aides to encourage Congress to use NCLIS as the "arm" for getting most of the work done instead of creating a new group. Col. Aines suggested that the Commission continue to push to be a sponsor and an assistant to the Senate on this particular bill. Miss Hashim pointed out that the Members should discuss the idea and decide to what extent they wish the Commission to be involved. Mr. Carter suggested that more information be gathered on the Information Age Commission, and an update with room for discussion be placed on the November agenda. Members discussed the need to reestablish a Legislative Committee. Miss Hashim reminded the Members that it is up to the Chairman to appoint committees, and said she would pass this information on to the incoming Chairman. Until a decision is reached on appointing a

Legislative Committee, the NCLIS legislative staff liaison will continue to report on legislative activity as usual. Mr. Gannon suggested that the subject of establishing a Legislative Committee be put on the agenda for the November meeting for discussion with the new Chairman.

**WHITE
HOUSE CON-
FERENCE
LUNCHEON**

Mr. Casey urged fellow Commissioners and NCLIS staff to attend a dutch treat luncheon, sponsored by members of the NCLIS White House Conference Committee, on Thursday, August 7 with library and information association representatives who are working on the 1989 White House Conference for their organizations.

**DISCUSSION
OF FY 1987
PROGRAM
PLANS**

Statistics - Mr. Carter recommended that in anticipation of the statistical information needs of White House Conference participants, NCLIS publish, statistical data concerning library/information science resources, users, and needs. The following addition will be made to Statistics under Access to Information (I.D):

Objective 4 - Urge the publication of, or if appropriate, publish statistical data concerning library/information science resources, users and needs.

User Needs - Mr. Carter urged that the User Needs Report be published in widely-circulated library journals or that a statement be issued in several publications announcing the availability of the Report.

Information for Governance - At Mr. Carter's suggestion the following will be added under II.C, Information for Governance:

The Commission will respond to the request of the Joint Committee on Printing to help identify a pilot program and/or objective to provide electronic access to federal data bases in selected depository libraries.

The Chairman urged Commissioners to look over the 87 programs and contact staff with their ideas and/or interest in specific areas.

**MOTION -
RESOLUTION
OF APPRECI-
ATION FOR
TONI CARBO
BEARMAN**

It was **MOVED** by Charles Benton and seconded by Bessie B. Moore to adopt the following Resolution of Appreciation for Toni Carbo Bearman "with enthusiasm and affection."

WHEREAS, Toni Carbo Bearman has served with distinction and unbridled enthusiasm as Executive Director of the U.S. National Commission on Libraries and Information Science (NCLIS) for six years, and

WHEREAS, she spread the word about NCLIS through her awesome speaking and writing skills, and

WHEREAS, she has brought the weight of her knowledge and experience in helping the Commission to realize more fully the potential of the last two words of our name, and

WHEREAS, she persuaded the private sector information providers to support and fund activities and programs of the Commission, and

WHEREAS, she involved and mobilized library and information service organizations in support of Commission goals, and

WHEREAS, through professional staff work of the highest order, she has increased our productivity at Commission meetings, and

WHEREAS, she has enlarged the circle of friends of the Commission, both at home and abroad, through her pleasing personality, her inspiring credentials and her persuasive telephone voice, and

WHEREAS, she has dedicated herself unstintingly to the cause of the Commission,

NOW THEREFORE BE IT RESOLVED, that the Commission expresses its appreciation for her commitment and leadership and sends her on her way with hosannas to a new venue with less travel, a larger budget, new challenges, but probably no less politics.

Motion carried unanimously with standing ovation.

Dr. Bearman thanked everyone for their support and reasserted her continued support to the Commission and its programs.

**PRESENTA-
TION ON
NETWORKING**

Henriette Avram, Assistant Librarian for Processing Services at the Library of Congress, briefed the Members on the Network Advisory Committee (NAC) of the Library of Congress, which she Chairs, and the publication, "Toward a Common Vision in Library Networking." She stated that NAC:

- . was established 10 years ago to resolve some issues and problems in networking;
- . is comprised of 27 institutional members who meet twice a year;
- . represents all parts of the information community.

Its goals are:

- . to serve as a forum on networking issues;
- . to advise the Library of Congress on the role of the library in networking activities;
- . to provide input to the Council on Library Resources on its network-related activities;
- . to serve as a sounding board and forum for NCLIS on networking matters.

NCLIS has been represented on the NAC Committee since its formation.

After its December 1985 meeting, NAC published "Toward a Common Vision in Library Networking," which attempts to determine the effectiveness of networking, to identify a common vision or goal, and then to develop a strategy to accomplish the goal. The issues discussed were:

1. Linking various computer systems in the U.S. to share information.
2. The importance of standards.
3. The need to educate librarians, other information providers, users, and the community at large.

4. The public policy needed, including such issues as equal access, copyright, and public/private interaction.
5. Economics.

Five papers, which were commissioned to discuss these issues, have presented 38 proposals. During their Fall '86 meeting NAC members will review these proposals and determine how to accomplish them. Ms. Avram stated that the Commission could support further effort on a particular task or tasks, and it should consider working jointly with NAC in areas of mutual interest.

MEETING
ADJOURNS

The meeting adjourned at 4:50:p.m.

Thursday, August 7, 1986

MEETING
CONVENES

The meeting convened at 10:40 a.m.

FY 88
DRAFT
BUDGET
SUBMITTAL

Mr. Carter chaired a discussion of the FY 88 draft budget submittal. He expressed his disappointment that so few Commissioners commented on the draft which was mailed prior to the meeting. Miss Hashim explained the budget process to the Members and stated that the Commission is asking for the maximum authorized amount of \$750,000. Dr. Edwards suggested that the Commission explore ways to lift the current authorization cap of \$750,000. Dr. Bearman stated that our OMB budget examiners have always supported the Commission. The examiners informed Dr. Bearman that interest and support from the White House must precede a discussion with OMB on a budget for a 1989 White House Conference. Because many Commissioners had not had the opportunity to review the draft submittal and spreadsheet, Mr. Carter suggested that Commissioners give their comments by telephone to members of the NCLIS staff or Program Review Committee.

**BICENTEN-
NIAL COM-
MITTEE
REPORT**

Wanda Forbes, Chair of the Bicentennial Committee reported that:

- . Mr. Casey was responsible for getting the ALA Council to pass a resolution on the 200th anniversary of the United States Constitution urging the United States Bicentennial Commission and NCLIS to make libraries across America a major contact point for transmission of information on recommended anniversary projects and celebration planning in every community;
- . Chairman Hashim sent a letter to Senators Thurmond, Kennedy, Hatch and Stevens commending them for declaring September 17 as Constitution Day;
- . a letter from the Chairman will be sent to Chief Justice Warren Burger describing bicentennial events NCLIS would like to be involved in, and offering assistance to the U.S. Bicentennial Commission;
- . Charles Benton continues to work on coordinating a televised panel program, hosted by NCLIS, which would interact with hundreds of colleges, schools and libraries across the nation via satellite. The panel, which would consist of former Chief Justice Warren Burger, the Librarian of Congress, the NCLIS Chairman, and others, will discuss the freedoms provided by the Constitution and how to preserve these freedoms in the Information Age. An edited version of the teleconference would be aired on PBS on Constitution Day, 1987. The Pepsi Cola Company has agreed to sponsor the entire series of broadcasts;
- . the Committee is working with key individuals from the National Endowment for the Humanities (NEH), the Department of Education, the Bicentennial Commission, and the library/information community to explore the proposed development of a nationwide recognition program of exemplary school library/media Bicentennial programs and collections;

the Committee is promoting the publication of an extensive bibliography of the Constitution by ALA.

Mrs. Taylor reported on Bicentennial activities that the DAR (Daughters of the American Revolution) is participating in. She requested the Commission's assistance to ask libraries to lend materials for a Constitution Day exhibit in the DAR library, and proposed that DAR and NCLIS co-host a reception there.

Mrs. Wu reported that California's governor has appointed a state-level Constitution Commission.

Mr. Casey informed Commission Members that the New York State legislature and Governor Cuomo have recently approved the creation of a Bicentennial Commission in New York State to recognize the national Constitution and New York's activity in ratifying it.

PUBLIC
AFFAIRS
COMMITTEE
REPORT

Byron Leeds, Public Affairs Committee Chairman provided the following meeting report:

1. The Committee recommends that a Commissioner group photo be taken annually for NCLIS' Annual Report.
2. Any Commissioner wishing to be added to the list of speakers should contact Dottie Gray at NCLIS headquarters.
3. The NCLIS 15th Anniversary celebration will be held in the Atrium of the Madison Building on November 5, 1986 with the Center for the Book serving as sponsor and co-host. Additional details and comments provided by Mr. Leeds:
 - a. Commissioner Edwards will emcee the event.
 - b. A draft of the list of invitees will be sent to all Members for comment.
 - c. Media and television coverage of the reception is expected.

- d. Mead Data Central is contributing posters about the Commission, suitable for framing, to give as a souvenir to each attendee.

Mr. Leeds recognized the efforts of Mr. Casey and Mrs. Wu as the leaders in the local media and public relations campaign for the Commission.

**MEETING
ADJOURNS**

The meeting adjourned at 12:21 p.m.

**MEETING
RECONVENES**

Miss Hashim called the meeting to order at 3:00 p.m. and introduced Sara Rasmussen, Legislative Assistant to Rep. George Brown (CA). Ms. Rasmussen was invited to talk about the Information Science and Technology Act introduced by Mr. Brown. She commented that Congressman Brown:

- . has been interested in the potential of increased information technologies for many years;
- . sees a lack of coordinated policies at the federal level in information services and technologies;
- . has introduced a bill to set up a national institute for information policy, the function of which would be:
 - a. to begin formulating a comprehensive, coordinated national policy regarding information services and technology;
 - b. to bring in policy-making bodies as well as representatives from industry, state and local government entities, and universities to discuss information policy issues and begin to formulate them into a larger comprehensive national goal.
- . supports the Nunn-Lautenberg Bill in the Senate which calls for the establishment of an Information Age Commission.
- . sees the Commission's role as helping develop a proposal for a national policy that would have support on all fronts.

Mr. Carter asked if Mr. Brown was aware that the Commission could fulfill the role of an institute for information policy. Ms. Rasmussen replied that the institute Mr. Brown proposes would be very broad, and larger than NCLIS, and also would require the involvement of several organizations.

Miss Hashim reported on a meeting she had with Mr. Brown in 1983 which focussed on the existence and functions of NCLIS. During that meeting, Miss Hashim asked Mr. Brown about his desire to establish an institution on information policy and suggested that the Commission might be able to address his concerns, since it was already in existence.

OLD
BUSINESS

Gift Acceptance Policy - A gift acceptance policy was proposed that would guide Commissioners and staff in considering offers of gifts and/or monetary donations to the Commission.

Mr. Casey asked for an explanation of 3.e, "Gifts shall include: reimbursed travel expenses, contributed time and services, books, on-line services and related library/information materials, equipment, loaned personnel, grants, etc. Commissioners should report travel they or their employers pay for in addition to salary they do not claim. Unless, and until a gift has been accepted by the Commission, it shall in all cases be considered to be the property of the donor." Dr. Bishop explained it is a way to grasp the true picture of many things that don't show up on the balance sheet -- i.e., in-kind services.

Mrs. Taylor initiated discussion on 3.b, "For gifts between \$500 and \$5,000 in value: the Chairman will alert the Commission of the offered gift and will accept or reject it in the name of the Commission," and expressed concern that the Chairman is solely responsible for making such major decisions. In light of her concern, Mrs. Taylor asked staff to explore the possibility of establishing Commission Bylaws. Dr. Bearman explained that a governance document for the Commission was developed many years ago, but is now outdated. This document describes in very general terms the responsibilities of the Chairman, Commission, and the Executive Director. Action on the gift policy acceptance will not be taken until

Members review a copy of the governance document. Copies of the document will be distributed by mail for discussion at the November Commission meeting.

A discussion on the importance of orientation for new Commissioners was held, with a decision to schedule orientation for Commissioners Edwards, Gannon, Taylor and Chairman-Designate Tomlinson before the November meeting. Dr. Edwards expressed his dismay that the three newest Commissioners (Edwards, Gannon, and Taylor) had not yet received an orientation.

NCLIS Move - At their April meeting, the Commission decided to move its offices out of the GSA/ROB because of the health hazards that had been noted in a recent NIOSH report. Because no suitable space (affordable and large enough) was immediately available and because GSA had taken steps to correct the health hazards, the NCLIS staff asked the Commissioners to reconsider their decision at the August meeting. Commissioners discussed the potential costs of a move and the history of health hazards in ROB. They felt that GSA had not responded appropriately to NIOSH's recommendations concerning asbestos removal. The Commissioners directed staff to ask NIOSH's opinion of GSA's incapsulating instead of removing the asbestos and to continue to search for more suitable office space.

15-Year Anniversary Celebration - Commissioner Edwards suggested that the November 5 date now set for the 15-year anniversary celebration of NCLIS be changed because of election day occurring on November 4. Since many Congressional members will not be in Washington at that time, they cannot be expected to attend. He asked that Commission Members and staff consider changing the meeting to late in November. Consideration of the change will depend upon the Center for the Book's flexibility in providing space during the latter part of November for the reception. Dorothy Gray, staff liaison to the Public Affairs Committee, will explore the possibility of changing the date with John Cole, Director of the Center for the Book.

Censorship - Dr. Edwards suggested that no decision be made on the dispersal of the report on Censorship the Commission prepared for Congress without discussion by the Commission Members.

Government ID's - Arrangements will be made for Commissioners to obtain government ID's at the November Commission meeting.

**MOTION -
APPRECIATION
TO ELINOR M.
HASHIM**

It was MOVED by John Juergensmeyer and seconded by Daniel Carter, to extend the Commission's deep appreciation and profound thanks to Elinor M. Hashim for her dedication, hard work and commitment to NCLIS and the library profession.

Motion carried unanimously.

Miss Hashim thanked Members and staff for their support and friendship during the past five years and pledged her continued support to the Commission and its programs.

**MEETING
ADJOURNS**

The meeting adjourned at 5:15 p.m.

The next meeting of the U.S. National Commission on Libraries and Information Science will be held November 19-20, 1986.